



## NATIONAL GUARD BUREAU

111 SOUTH GEORGE MASON DRIVE  
ARLINGTON VA 22204-1382

NGB-ARH

6 January 2010

MEMORANDUM FOR The Adjutants General of all States, Puerto Rico, the US Virgin Islands, Guam, and the District of Columbia

SUBJECT: Announcement of Changes for Senior Enlisted Promotion Boards and Point Distribution Effective FY 11, ASM # 09-0017 (NGB-ARH Policy Memorandum # 09-047a)

### 1. References.

- a. AR 600-8-19, Enlisted Promotions and Reductions, 20 March 2008.
- b. NGR 600-200, Enlisted Personnel Management, 31 July 2009.
- c. Memorandum, NGB-ARP-DA, 12 September 2007 subject: National Guard Automated Boards System (NGABS) Program Fielding to all 54 States and Territories of the Army National Guard, (enclosure).

2. Policy. Effective with the FY 11 promotion cycle, the following changes will be implemented for senior enlisted promotion boards. The National Guard Automated Boards System (NGABS) process will be used by all Sergeant First Class (SFC) through Sergeant Major (SGM) promotion boards. The NGABS User's Guide, previously announced in reference 1c, provides detailed guidance for promotion board procedures (including pre-board, board meeting, and post-board activities) with the intent of standardizing the board process across the ARNG. Starting with the FY 11 promotion cycle, States are not authorized to deviate from the NGABS program for senior enlisted promotion boards.

### 3. Administrative Points.

a. Reference 1a establishes 600 administrative points and 400 board points for promotion boards for Sergeant (SGT) and Staff Sergeant (SSG). These points remain in effect and will be utilized by all States.

b. Beginning with the FY 11 promotion board cycle, the administrative points category has been eliminated for SFC, Master Sergeant (MSG), and SGM promotion boards. A Soldier's individual standing on the annual promotion list will be derived solely from the NGABS board results.

### 4. SFC-SGM Promotion Worksheet. The new ARNG Senior Enlisted Worksheet

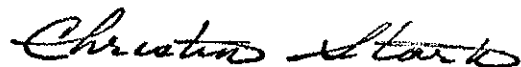
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(NGB Form 4100-1B-R-E) will be available online at the National Guard Bureau publications and forms library (<http://www.ngbpdc.ngb.army.mil/default.htm>) and will be utilized by all promotion boards for SFC through SGM. This form provides a method for Soldiers to accept consideration by the board, verify their Career Progression Military Occupational Specialty, and select driving distance options in preparation for the promotion board. States may augment the form with additional preprinted statements (to be listed in Section II) when gathering information for First Sergeant and Command Sergeant Major best qualified boards or other State declinations.

5. Early Implementation Exception. Utilizing the provisions of paragraph 3b, States that have the capability and resources to conduct their boards under the NGABS process during FY 10 are authorized to do so provided all Soldiers in the same grade and Military Occupational Specialty are boarded under the same procedure. States electing to use this exception in FY 10 are required to notify the NGB-ARH Enlisted Policy Branch for lessons-learned and tracking purposes.

6. The point of contact is COL Dennis P. Chapman, Chief, Personnel Policy and Readiness Division, at DSN 327-3297, 703-607-3297, or [dennis.chapman@us.army.mil](mailto:dennis.chapman@us.army.mil).



Encl

CHRISTINE A. STARK  
COL, MP  
Chief of Staff, Army National Guard